

(Unapproved)

**SPECIAL PLAN COMMISSION
Minutes**

October 18, 2016

Brillion City Hall Conference Room

12:00 PM

CALL TO ORDER: Mayor Gary Deiter called the meeting to order at 12:00 P.M.

ROLL CALL: Present were Mayor Gary Deiter, Lonnie Puskala, Mike Buboltz, Al Ebert, Zane Zander, Gerald Sonnabend, and Alderperson Crystal Fhlug. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Community Development Director Cheryl Welch, and Building Inspector Mike Angoli.

GUESTS:

Brad Grant from FNB Fox Valley.

APPROVAL OF THE AGENDA:

Motion – Zander moved to approve the agenda. Seconded by Sonnabend. Motion carried unanimously.

SITE PLAN REVIEW – FNB FOX VALLEY:

Gosz explained that Building Inspector Angoli has been working with Turnkey Associates, the builder for the FNB Fox Valley Bank, on the Site Plan. The Site Plan they are proposing offers the best ingress/egress for vehicles to the site. Gosz explained as of 10/17/2016 she received a call from Turnkey, who was informed by their Engineers, Martenson & Eisele, that there are wetlands on the parcel. She explained to the Plan Commission that even though it appears the wetlands were never recorded on the property. The Wetland Report still exists and should be acknowledged by the City for planning development on the site. She explained, however, the City has set back jurisdictions to the wetland boundary.

Angoli stated he is reviewing the City Code to determine what setbacks would be for wetlands. Gosz explained if there is a 10 ft. setback requirement then the building could be shifted to the west on the parcel to allow for the setback. The Bank is acceptable to this change in the Site Plan. Gosz explained if the building is moved further west to allow for a setback to the wetlands then parking stalls may need to be adjusted. Angoli explained the number of parking stalls proposed on the current Site Plan meets the City Code requirements.

Gosz suggested pending review for wetland setback requirements the development may need a variance for setback and a variance for parking stalls.

Motion – Sonnabend moved to approve the Site Plan with final review by the Building Inspector for wetland setback and parking lot requirements. Seconded by Ebert. Motion carried.

Brad Grant reported they hope to have the building completed and to be open in April/May of 2017.

OLD BUSINESS:

None.

NEW BUSINESS:

(Unapproved)

None.

ADJOURNMENT:

Motion –Zander moved to adjourn the meeting. Seconded by Buboltz. Motion carried unanimously. The meeting was adjourned at 12:18 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer